



WIRELESS E-911 SERVICES BOARD

February 26, 2003

10:00 a.m.

110 S. 7th Street
3rd Floor Conference Room
Richmond, Virginia 23219

Members Present:	Jerry Simonoff, Chairman James McDonnell, Vice Chairman Melvin Breeden Captain John Furlough Terry Hall	Robert Layman Sheriff Ron Oakes (left at 12:00pm) Chief Henry Stanley David Von Moll Robert Woltz
Members Absent:	Edward Coglio Tom Hanson	Ralph Jones Chief Julian Taliaferro
Staff Present:	Steve Marzolf, Coordinator Mel Sheridan, Analyst	Dorothy Spears-Dean, Analyst Brenda Bolton, Administrative Assistant

1. CALL TO ORDER

Jerry Simonoff, Chairman, called the meeting of the Wireless E-911 Services Board (hereafter referred to as the Board) to order at 10:00 a.m. Mr. Simonoff welcomed all in attendance.

2. APPROVAL OF NOVEMBER MINUTES

Captain Furlough made a motion, seconded by Sheriff Oakes, that the Board minutes of January 8, 2003 be approved as presented; passed 10-0-0.

3. FINANCIAL REPORT

- **January Financial Report**

Mr. Marzolf presented the financial report through January 2003.

- **Budget Update**

Mr. Marzolf briefed the Board of the General Assembly's approval of Governor Warner's recommended budget to the E-911 Fund as follows:

Reduction Plan – October 15, 2002

FY2003.....\$6,956,273

FY2004.....\$4,743,098

Total.....\$11,699,371

Reduction Plan – December Budget Submission

FY2003.....	\$0
FY2004.....	<u>\$4,100,000</u>
Total.....	\$4,100,000

Grand Total.....\$15,799,371

The General Assembly also made a further \$1,500,000 reduction (\$500,000 for FY2003 and \$1,000,000 for FY2004.)

4. CMRS MONTHLY STATUS SUMMARY

Mr. Marzolf gave the Board an overview of the monthly reports filed by each CMRS Provider as per attached.

5. BOARD STRATEGIC PLAN

Mr. Marzolf presented the Board with the attached Strategic Plan, as developed by Ms. Spears-Dean. The Board will review individually in preparation for discussion at next Board meeting on May 14, 2003.

6. PSAP FUNDING COMMITTEE REPORT

Mr. Marzolf briefed the Board regarding the recommendation by the PSAP Funding Committee to adopt Option 2 (removing the minimum percentage from personnel, but leaving the minimum percentage for shared equipment and \$30,000 for personnel.) Mr. Layman made a motion, seconded by Mr. Woltz that option 2 be approved; passed 9-1-0.

Prior to the vote, several board members and members of the audience were given the opportunity to discuss their opinions regarding the motion made by Mr. Layman. In addition, Mr. Marzolf read the attached letter sent in by the Piedmont-Valley region PSAPs.

7. FY2004 PSAP FUNDING SUBMISSIONS

Mr. Marzolf presented the attached FY2004 requests for funding for 116 localities. Mr. Woltz made a motion, seconded by Mr. Hall that the requests be approved as a block as per attached; passed 10-0-0.

8. OLD BUSINESS

a) FY2003 Wireless Funding Requests (Floyd, Poquoson and Wytheville)

Mr. Marzolf presented FY2003 requests for funding as per attached for Floyd, Poquoson and Wytheville. Mr. Hall made a motion, seconded by Sheriff Oakes that the requests be approved as a block per attached; passed 10-0-0.

b) FY2003 Wireless Adjustments (Buckingham, Campbell, Chesterfield, Fluvanna, New Kent, Norton, Orange, City of Roanoke and Russell)

Mr. Marzolf presented the attached FY2003 wireless adjustments to requests previously approved by the Board for Buckingham, Campbell, Chesterfield, Fluvanna, New Kent, Norton, Orange, City of Roanoke and Russell. Due to the complexity of the City of Roanoke's request, it was voted on as a separate item. Sheriff Oakes made a motion, seconded by Captain Furlough that the requests be approved as presented with the exception of the City of Roanoke; passed 10-0-0.

Mr. Hall made a motion, seconded by Captain Furlough that the adjustment request from the City of Roanoke be approved with the following changes; passed 10-0-0.

Dedicated Equipment:

CAD modification for Phase II:	\$24,563.00
Three mapping licenses:	\$21,360.00
Three stacking monitors:	\$1,785.00
TOTAL DEDICATED:	\$47,708.00

Shared Equipment:

Monthly recurring lease	\$75,480.00
TOTAL SHARED:	\$75,480.00

$$\begin{array}{r} 13,000 \\ \hline 217,785 \end{array} \quad \text{or} \quad 10.42\% \times \$75,480.00 = \mathbf{\$7,865.02}$$

Local Exchange Costs:

4 trunks monthly charges:	\$4,032.00
Monthly recurring for additional trunks:	\$1,008.00
Two TIU cards:	\$2,200.00
Two additional trunks installation	\$930.00
TOTAL LEC COSTS:	\$8,170.00

Personnel Costs:

Training:	\$1,049.65
Salaries and benefits:	\$1,681,009.00
TOTAL PERSONNEL COSTS:	\$1,682,058.65

$$\begin{array}{r} 13,000 \\ \hline 217,785 \end{array} \quad \text{or} \quad 10.42\% \times \$1,682,058.65 = \mathbf{\$175,270.51}$$

TOTAL FUNDING FOR CITY OF ROANOKE FOR FY2003 = \$239,013.53

**c) Wireline Extension Requests
(Appomattox, Buckingham, Tazewell and Wise)**

Mr. Marzolf presented wireline extension requests for Appomattox, Buckingham, Tazewell and Wise as per attached. Mr. McDonnell made a motion, seconded by Chief Stanley that the extensions be approved as presented; passed 10-0-0.

9. NEW BUSINESS

a) CMRS Subcommittee Report

The CMRS Subcommittee met today and made the following recommendations:

1. Denial of the request made by Virginia Cellular; passed 10-0-0.
2. Denial of the request made by Virginia RSA 10; passed 10-0-0.
3. Approval of the FY2002 True-up reports as submitted except for US Cellular; passed 10-0-0.
4. Approval of the FY2003 funding requests from AT&T Wireless and Shentel (until the sale is final); passed 10-0-0.
5. Approval of the FY2004 funding requests from Nextel, Nextel Partners, nTelos, Sprint, T-Mobile, Triton PCS and Verizon Wireless; passed 10-0-0.
6. Approval of the FY2004 funding request from Alltel, with the exception of the CAS-NCAS conversion costs; passed 10-0-0.
7. Tabling of the FY2004 funding request from Cingular until resolution of several issues; passed 10-0-0.

Mr. Von Moll made a motion, seconded by Mr. Hall that the recommendations of the CMRS Subcommittee be accepted as presented; passed 10-0-0.

b) Next Board Meeting

The next E-911 Wireless Services Board meeting will be held on May 14, 2003 at 10:00am.

10. ADJOURNMENT

With no other business to be discussed, Mr. Woltz made a motion, seconded by Captain Furlough that the meeting be adjourned; passed 10-0-0.

Respectfully submitted,

Brenda A. Bolton
Administrative Assistant
Public Safety Communications Division
Department of Technology Planning

Approved by Board: _____
(date)